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## Contact Us

### CFHA Maintenance

(928) 213-2731

### East Flagstaff Housing

Jayne Wittman, Housing Spec.

Email: [jwittman@flagstaffaz.gov](mailto:jwittman@flagstaffaz.gov)

Phone: (928) 213-2735

Fax: (928) 526-3734

Hours: M-F from 8am - 5pm

### Flagstaff Housing West

Patricia Sauers, Housing Spec.

Email: [psauers@flagstaffaz.gov](mailto:psauers@flagstaffaz.gov)

Phone: (928) 779-1887

Fax: (928) 779-5801

Hours: M-F from 8am - 5pm  
(closed 12pm - 1pm)

### Clark Homes

Amanda Thomas, Housing Spec.

Email: [athomas@flagstaffaz.gov](mailto:athomas@flagstaffaz.gov)

Phone: (928) 779-1247

Fax: (928) 779-2175

Hours: M-Th from 8am - 6pm  
(closed 12pm - 1pm)  
& Fri 8am - 12pm

General Phone: (928) 213-2730

In the spring, at the end of  
the day, you should smell like  
dirt.

Margaret Atwood

## Habitat for Humanity Open to Applications!

Habitat for Humanity of Northern Arizona is accepting applications for the 2021 House Build, a four-bedroom, two-bathroom home! Applicants must be both residents of greater Flagstaff and employed for the past year. This home will be sold to a family with a total income of less than 80% AMI (based on family size) and, if selected, adults must provide 200 sweat equity (community service) hours each on the home or around the community. You can apply online at [habitatflagstaff.org/our-home](https://habitatflagstaff.org/our-home) or with print applications available at the Habitat ReStore, 2016 N 4th Street, Tues-Sat, 10am-5pm.

## NAU Dental Clinic

Schedule an appointment for affordable preventative dental services with NAU's



Dental Clinic! Call (928) 523-3500 or email

[dentalhygiene.clinic@nau.edu](mailto:dentalhygiene.clinic@nau.edu)

to schedule an appointment. Adults can receive a dental exam, a full set of x-rays, fluoride, and a cleaning for a flat fee of \$65. You can also ask about the Kiddie Clinic that includes the above for just \$10 for kids!



## COVID-19 Operational Changes *(Continues on page 3)*

### CFHA Information

**Front Lobbies of all offices are currently closed.** We cannot permit anyone in the office who does not have a scheduled appointment but we will schedule appointments where required for residents. Staff are still in the office to serve residents. If you need to speak to your specialist or other staff, please call (see front page for contact details). Rent payments will not be accepted at any of our front desks, but a secure drop box has been installed at each office. **Please make sure your name and address are clear on your rent payments and keep your money order receipts for your records. Housing Authority receipts will be mailed if there is a credit or a balance is due.**

CFHA has been waiving late fees, accepting partial payments, entering into repayment agreements, has not counted late payments toward the three (3) late payment policy, and has not pursued non-payment terminations since April 2020. Please understand that we have not been legally obligated to do this since the CARES Act Moratorium expired on July 27, 2020. The CDC order requires none of this. **Additionally, all of these regulations require the rent to be paid, and all other terms of the lease to be followed. There is no "rent forgiveness."** At an appropriate time, the approved rent collection policy will be reinstated. Please do not allow rent to build up to a point where it will not be possible for it to be paid, which will result in termination of tenancy. If your income has gone down please contact your specialist to discuss a rent adjustment. If you are two or more months behind or if you will have trouble paying any past due amount, please contact your specialist to make an arrangement to repay the past due amount in installments.

**Please be aware that AZ DES is now offering rental and utility assistance.** CFHA has already registered as a Landlord. You may apply for the assistance at [DES Emergency Rental Assistance Program \(era.azdes.gov\)](https://era.azdes.gov). If you need assistance with this process please contact Kurt Aldinger at [kaldinger@flagstaffaz.gov](mailto:kaldinger@flagstaffaz.gov) or **(928) 213-2736**.

### Maintenance Work Orders

Please continue to call in all work orders to **213-2731**. It is not necessary to call more than once. **All routine Work Orders are now done by appointment only, so please be sure to include a call back number in your message.** Please also be aware that no work orders will be performed when there are minors who are home with no adult present.

If anyone in your home is ill or has been exposed to COVID-19 please wait to report non-health or safety conditions until everyone is well. When our Maintenance professionals are in your home, **make sure that nobody is in the same room while they are working and windows are open.** If they are unsure that it is safe to enter the home they may check with Management for their own safety.

We are unable to pick up items from the curb. To keep our developments neat, please place bulky items on the curb the day before the bulky item pickup noted on the calendar. For your own safety please do not disturb items left at the curb nor those in dumpsters.

### Change Reporting

**Effective January 1, 2021 Flagstaff's minimum wage increased to \$15 per hour.** All households in all of our programs are required to report if their income increases by more than \$200 per month. Anyone who was made minimum wage and works more than 24 hours per week has had such an increase. If you make minimum wage, work more than 24 hours per week and have not had rent redetermined in 2021 you should contact your specialist to discuss.

We will be processing rent reductions with an expedited process to insure that rents remain appropriate and affordable. When reporting your change, please provide sufficient information for your specialist to be able to determine your income. We are currently waiving face-to-face appointments, but it is very important that you return all documents with proper signatures to the office. When we have received your signed documents we will sign and return copies to you through the mail.

**Clark Homes Neighborhood Network and the SHAC are currently closed and activities suspended.**

### Annual Recertifications

**Annual recertifications will be performed by mail.** The Flagstaff Police Department is again running background checks. If you are unable to provide certain verifications (other than income) with your recertification packet please include a note which indicates this. When we receive your packet with sufficient information to determine rent, a Family Worksheet and Lease Addendum will be sent for your signature. Please return the signed paperwork promptly. When received your specialist will sign the paperwork and send you a copy. An office

## Continued from Page 2

appointment will be required when our lobby has reopened so that you may provide the record check, any missing documentation, and review the results of the recertification.

### Community Service

Please remember that we will be reviewing for Community Service Compliance on all Annual Recertifications completed after June 30, 2021. This will apply to all household members determined non-exempt after April 1, 2020.

### Annual Inspections

**To protect the health of our Residents and Staff all Annual Inspections for Public Housing will be conducted in a modified fashion when routine preventative maintenance is being performed on your home.** Please be sure to report maintenance needs as usual. Special Inspections may still be done if the need arises. Annual Inspections at Clark Homes are postponed until further notice. Please be aware that HUD intends to begin scheduling REAC Inspections. If one of our developments is scheduled for this the inspection must take place.

Lastly, Clark Homes and Public Housing newsletter will be combined for the time being.

## VITA Tax Assistance

### Northland Free Tax Assistance

(928) 221-4977

[northlandfreetaxassistance@gmail.com](mailto:northlandfreetaxassistance@gmail.com)

[northlandfreetaxassistance.weebly.com](http://northlandfreetaxassistance.weebly.com)

Due to demand, Northland Free Tax Assistance is only handling a limited number of drop-offs. Visit the website for full instructions.

You can also pickup a print out of the tax packet at the Siler or Clark offices. Call ahead to ensure staff can provide it.

- 1) Download (or pick up from CFHA), review, and fill out documents at the website above.
- 2) Email scans/photos of documents from the "What to Bring" list with drop off & intake sheets to the email address above.
- 3) Go to [getyourrefund.org](http://getyourrefund.org) and follow steps for uploading scans/photos. If needed, call **221-4977** for a drop-off appointment.



## CFHA Agency Five Year Plan & Annual Plans

**The Agency Plan** is required by HUD and is a blueprint for our goals (what we wish to do) and objectives (how we wish to do it) as an agency which guides our decisions during a five year period. This plan is required to be reviewed and updated every year. Issues addressed are Policies and Procedures; Maintenance; Staff Relations; and Budgeting.

There are no major changes from **the Five Year Plan** in this year's **Annual Plan**. There is mainly a report on the progress for the previously named goals.

The largest goal that will have an impact on Residents is the progress made on redevelopment of our properties. Various HUD Programs are available that may be utilized to modernize, repair or replace our current properties. CFHA is currently seeking a development partner to explore these options. While change is always difficult please rest assured that Resident input and well being is the highest priority in this process, and nobody will be left without an affordable place to live. If any changes are done they will be positive and will result in a higher quality place to live.

**The Five Year Rolling Capital Plan** is updated each year as well, and guides how the Capital Fund Grant is used. Our funding has been used well over the past year and the priorities will remain the same. These include updates to plumbing, updates to kitchens and bathrooms, replacement of roofs and retaining walls, and repairs to gutter systems.

Please be sure to join the public comments if you have ideas not mentioned here.

## Housing Choice Vouchers for Youth Exiting Foster Care

HUD has made limited funding available to provide Housing Vouchers to assist Youth exiting the Foster Care System. To be eligible, the Youth must:

- Be between 18 and 24 years of age;
- Have left foster care or will leave foster care within 90 days in accordance with a transition plan described in section 475(5)(H) of the Social Security Act at age 16 or older; and
- Is homeless or is at risk of becoming homeless.

If you know any Youth that meet this criteria they may access the application and further information at [dcs.az.gov/housing-voucher-application-request](http://dcs.az.gov/housing-voucher-application-request).

# FLAGSTAFF HOUSING AUTHORITY

3481 N Fanning Dr, Flagstaff, AZ 86004

(928)213-2730 FAX (928)526-3734 TTY 711



March 16, 2021

## RE: Public Notice and Request for Comments-City of Flagstaff Housing Authority Admission and Continued Occupancy Policy (ACOP) Changes

In order to clarify an existing policy a revision to the ACOP has been completed. Under Federal Law we must allow a thirty (30) day public comment period prior to implementation. The plan will be presented to the Housing Authority Board of Commissioners for review at the regular April meeting (currently scheduled to be held electronically on April 15, 2021) for formal adoption.

This change affects the following area:

- Defining process for determining Flagstaff Residency of homeless applicants to receive the residency preference.

There are no changes that will affect the placement or position on the Waiting List of current applicants, nor those who apply prior to the effective date of the change. There are no changes to rules that Residents are expected to follow, nor to procedures that have been practiced.

These changes have already been implemented pending board approval as allowed under PIH Notice 2020-05 and 2020-33.

The full ACOP with proposed changes is available online at <https://www.flagstaff.az.gov/DocumentCenter/View/65727/Admissions-and-Continued-Occupancy-Plan-for-Public-Housing-ACOP> or by contacting Kurt Aldinger at (928) 213-2736 or [kaldinger@flagstaffaz.gov](mailto:kaldinger@flagstaffaz.gov).

Comments must be submitted in writing to Kurt Aldinger at City of Flagstaff Housing Authority, 3481 N Fanning Dr, Flagstaff, AZ 86004 or Brannen Homes, 1 Brannen Circle, Flagstaff, AZ 86001 or electronically to [kaldinger@flagstaffaz.gov](mailto:kaldinger@flagstaffaz.gov) by April 15, 2021.

*The City of Flagstaff Housing Authority does not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in, its federally assisted programs and activities. Please contact the Maintenance Manager / CFHA 504 Coordinator with questions or concerns (928) 213-2754.*

## Boys & Girls Club: Summer Camps,

With a return to in-person learning for Flagstaff Unified School District, Boys & Girls Club of Flagstaff is working to re-open safe and fun spaces for children and youth. Cogdill Recreation Center (Brannen Homes) is again open to afterschool programming. If you're continuing distance learning, Christ Church of Flagstaff extension site will continue to provide distance learning.

In addition, B&G Club has Teen Summer Camp applications. Teen Summer Camp will be June 14th to July 30th at Peunte de Hozho. You can register at [bgcflag.org](http://bgcflag.org) or Cogdill Recreation Center at 301 S Paseo del Flag.

And keep an eye out for the Club Renovation Project to turn the Club into a Makerspace STEAM Lab and Teen Center!



# FLAGSTAFF HOUSING AUTHORITY

3481 N Fanning Dr, Flagstaff, AZ 86004

(928)213-2730 FAX (928)526-3734 TTY 711



March 16, 2021

## RE: Public Notice and Request for Comments-City of Flagstaff Housing Authority Section 8 Administrative Plan Changes

Due to award of funding for a new program, and other necessary changes a revision to the Section 8 Administrative Plan has been completed. Under Federal Law we must allow a thirty (30) day public comment period prior to implementation. The plan will be presented to the Housing Authority Board of Commissioners for review at the regular April meeting (currently scheduled to be held electronically on April 15, 2021) for formal adoption.

These changes affect the following areas:

- Defining process for determining Flagstaff Residency of homeless applicants to receive the residency preference.
- A new section on Mainstream vouchers has been added due to award of funding.

There are no changes that will affect the placement or position on the Waiting List of current applicants, nor those who apply prior to the effective date of the change; however, the new vouchers will be available to applicants who qualify (households with a non elderly adult with a disability) based on originally established date and time of application. There are no changes to rules that Residents are expected to follow, nor to procedures that have been practiced.

These changes have already been implemented pending board approval as allowed under PIH Notice 2020-05 and 2020-33.

The full Admin Plan with proposed changes is available online at <https://www.flagstaff.az.gov/DocumentCenter/View/62154/Section-8-Administration-Plan-Admin-Plan> or by contacting Kurt Aldinger at (928) 213-2736 or [kaldinger@flagstaffaz.gov](mailto:kaldinger@flagstaffaz.gov).

Comments must be submitted in writing to Kurt Aldinger at City of Flagstaff Housing Authority, 3481 N Fanning Dr, Flagstaff, AZ 86004 or electronically to [kaldinger@flagstaffaz.gov](mailto:kaldinger@flagstaffaz.gov) by April 15, 2021.

*The City of Flagstaff admission or access to, Housing Authority does not discriminate on the basis of handicapped status in the or treatment or employment in, its federally assisted programs and activities. Please contact the Maintenance Manager / CFHA 504 Coordinator with questions or concerns (928) 213-2754.*

## Healthcare.gov Marketplaces Open & Assistance Available

The Federal Healthcare Marketplace at [healthcare.gov](https://www.healthcare.gov) has re-opened for enrollment until May 15th, 2021. Individuals can get access to insurance if they don't qualify for AHCCCS or KidsCare. Families can review and select from a variety of available insurances.

If you have questions, you can reach out to Abby Sanchez of North Country Healthcare at **(928) 522-1104** or [vesanchez@nchcaz.org](mailto:vesanchez@nchcaz.org) to

connect with an Application Counselor. Healthcare.gov sometimes has long wait times for an application counselor, but North Country Healthcare has counselors that can help without any wait time!

Visit [northcountryhealthcare.org/get-covered](https://northcountryhealthcare.org/get-covered) for more information.



## Recipe: Roasted Asparagus

Spring is the best time to enjoy asparagus, and this side is a great addition to the table.



### Ingredients

- 1 & 1/2 pounds asparagus, rinsed
- 2 Tbsp olive oil
- 2 cloves minced garlic
- 1 small shallot
- 3/4 tsp salt
- 1/2 tsp pepper
- 1-2 Tbsp lemon zest
- 1 Tbsp lemon juice

### Optional:

- 2 Tbsp grated Parmesan
- 1/3 cup Toasted piñon or pine nuts

### Directions

1. Pre-heat the oven to 400 F.
2. Snap off the dry ends of the asparagus spears.
3. Peel and finely slice the shallot.
4. Toss asparagus, olive oil, garlic, shallot, lemon zest, salt, and pepper.
5. Spread medley on sheet pan (use parchment paper or aluminum for easy clean up).
6. Roast until tender, about 20 minutes, or 15 minutes if spears are the width of pencils.
7. Once tender (can easily pierce with a fork and a deeper green), place in a serving, drizzle lemon juice over, and optionally top with cheese and toasted nuts. Enjoy!

Source & Photo: [feastingathome.com/roasted-asparagus/](http://feastingathome.com/roasted-asparagus/)

## Food & Utility Resources

### Family Food Center Services:

#### Home Deliveries

Call (928) 526-2211 to sign up for a delivery

#### Emergency Food Boxes

3805 E Huntington, Tues-Sat, 9am-1pm

#### To-Go Style Dinner

1903 N 2nd St, Daily from 4:00pm-5:30pm

#### Backdoor Lunch Program: Ring Bell for Lunch

1903 N 2nd St., Daily from 10am-2pm

#### Book Distribution & Kids' Raffle

Tues-Fri, 4:00-5:30pm at 1903 N 2nd St.

### Flagstaff Unified Schools

Free Grab & Go Meals - Mon-

Fri, 11:00am-12:30pm, see

[fUSD1.org/grabandgo](http://fUSD1.org/grabandgo) for

locations

### The Pantry by Golden

#### **Rule at 2573 E 7th Ave**

Personalized food boxes for pickup W-Sun, 3pm-6pm

### The Salvation Army Food Pantry

507 N. Humphreys St., 9am-12pm, 1pm-5pm, M-Th

Emergency food box application required with ID. Call (928) 774-1403 for more information.

### Meals on Wheels (Area Agency on Aging)

If someone in your household is 60 years of age or older, call (877) 521-3500 to arrange for assistance.

### Call 2-1-1 for Additional Assistance

Additional nearby Emergency Food Assistance agencies, call 2-1-1 or see [211arizona.org](http://211arizona.org).

### These organizations help with utilities:



Coconino County Community Services, (928) 679-7453, helps with electric, gas, and more.

Salvation Army of Flagstaff, (928) 774-1403, provides additional utility assistance.

St Vincent de Paul Help Line,

(928) 774-6511, call back rather than use voicemail.

Unisource Payment Assistance offers payment extensions and flexible payment plans, call (877) 837-4968 or visit [uesaz.com/electric-rates/](http://uesaz.com/electric-rates/).

APS offers additional services such as Project Share and Safety Net. Call 211 or go to [aps.com/assistance](http://aps.com/assistance).



## STEAM Corner: Spring & Sprouts

Which soil is best for growing different plants? Springtime is a great time for experimenting to learn just that!

### What you'll need:

Easy to grow seeds such as corn, pumpkin, beans, or peas. You can choose just one or test each seed in different soils.

4-6 types of soil, such as yard dirt, sand, different potting soils, mixes, marbles.

One jar/pot for each seed-soil combination (that some multiplication practice)

Paper towels

Plastic bags

Masking tape

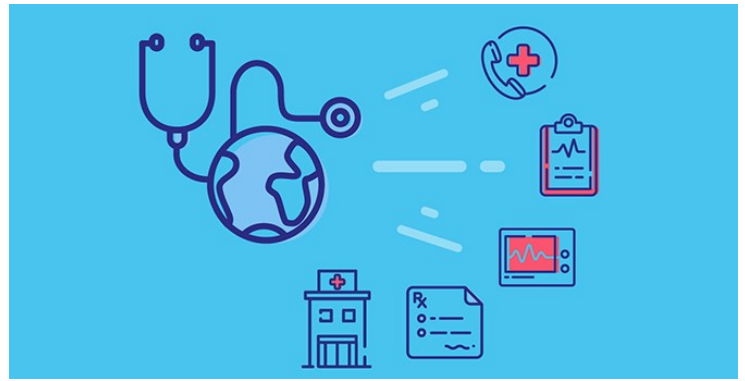
A pencil

### What You'll Do

- 1) Young scientists should pose a hypothesis about which soil would grow plants the best.
- 2) Sprout your seeds by setting them in a plastic bag with layers of damp paper towels. Place this out of the way, like atop your fridge. Check daily until sprouted.
- 3) Fill each container with the same amount of each soil by volume, leaving enough space to plant your sprouted seeds.
- 4) Once your seeds have sprouted, plant three in each container, making small holes with your pencil. Label the jars with tape and pencil.
- 5) Place cups in a sunny spot.
- 6) Water each seed daily with the same amount of water (about half a cup) and observe.
- 7) After two weeks, check measurements like surviving sprouts and height. Ask questions like:
  - Which soil did best for each seed?
  - Do different seeds prefer different soils?
  - What does research of your seeds suggest?
  - What other factors impact the growing plants?



Source: <https://www.steamsational.com/seed-sprouting-science-experiment/>



## COVID-19 Vaccinations

At time of publication, all adults 18 years of age and older are eligible to schedule your COVID-19 vaccination. Appointments can be scheduled at a variety of locations online or over the phone. For more information, including how to schedule your vaccine, see:

- **(928) 679-7300** - Coconino County COVID-19 Information Line.
- [Coconino.az.gov/2547/Vaccine-Info](https://Coconino.az.gov/2547/Vaccine-Info) - Coconino County COVID-19 Vaccine Information Page.
- [Coconino.az.gov/2580/COVID-19-Vaccination-Locations](https://Coconino.az.gov/2580/COVID-19-Vaccination-Locations) - Includes a list of vaccination locations by city. This information is also available on the Information Line listed above.
- [CDC.gov/vaccines/covid-19](https://CDC.gov/vaccines/covid-19) - The CDC is a reliable resource for information on COVID-19 and the various related vaccines.

## Maintenance Notice:

### Yard Waste & Home Modifications

Thank you for raking up pine needles and other yard waste! Be sure you bag it all up for easy pickup by Waste Management! You can check the calendar in the back of each newsletter for bulk trash pickup schedules.

Also, if you are modifying your home for internet, satellite dish, or other needs, you **must** contact Maintenance beforehand.






Have a question or a job for Maintenance? Give them a call at **(928) 213-2731**.

## Your Story Could be Featured in Next Month's Newsletter!

If you have news of accomplishments, original artwork, poetry, community group news, recipes, or if you just want to see something specific on the next newsletter, we want to hear from you! Drop off a letter at the Siler Homes office or send an email to [caleb.alexander@flagstaffaz.gov](mailto:caleb.alexander@flagstaffaz.gov).

Bulk trash pickup should be placed curbside by 6:00 am on the Monday of your collection week.

# April 2021

| Monday  | Tuesday  | Wednesday   | Thursday   | Friday  |
|---|--|---|--|---|
| <b><u>Trash Pickup</u></b><br>Clark Homes, Crestview, and Cedar                   | <b><u>Trash Pickup</u></b><br>All Sunnyside Scattered Sites<br><br><b><u>Recycling Pickup</u></b><br>Brannen and Verde | <b><u>Trash Pickup</u></b><br>Siler, Brannen, Steves, Alta Vista, Lockett, and Verde      | <b><u>Recycling Pickup</u></b><br>Clark Homes, Cedar, and Crestview                            | <b><u>Recycling Pickup</u></b><br>Siler, Lockett, Alta Vista, Steves, and all Sunnyside Scattered Sites |
| March 29  | March 30   | March 31  | April 1<br><br><b><u>Public Housing Rent Due</u></b><br><br><b><u>Clark Homes Rent Due</u></b> | 2<br>                |
| 5<br><br><b><u>Bulky Trash Pickup:</u></b><br>Clark Homes, Crestview, & Cedar     | 6<br><br><b><u>Clark Homes Late Rent Reminders Mailed</u></b>  | 7<br>   | 8<br><br><b><u>Public Housing Late Rent Reminders Mailed</u></b>                               | 9   |
| 12<br><br><b><u>Bulky Trash Pickup:</u></b><br>Siler, Greenlaw, & Scattered Sites | 13<br>                              | 14<br><br>Federal Taxes Due > Thursday, April 15  | 15<br><br><b><u>Last day to turn in Public Housing Recert. Packets for July by 8am</u></b>     | 16  |
| 19  | 20   | 21<br> | 22<br><br><b><u>Last day to report changes to insure rent decrease</u></b><br>Happy Earth Day! | 23  |
| 26<br><br><b><u>Bulky Trash Pickup:</u></b><br>Brannen & Verde                    | 27<br>                              | 28  | 29<br><br><b><u>Public Housing Rent Due</u></b><br><br><b><u>Clark Homes Rent Due</u></b>      | 30<br><br><b><u>Last day to turn in Clark Homes Recert. Packets</u></b>                                 |

